



CYNTHIA D. BANKS
Chief Deputy Director

COMMUNITY AND SENIOR SERVICES OF LOS ANGELES COUNTY

3175 WEST SIXTH STREET • LOS ANGELES, CA 90020-1708 • (213) 738-2600 (213) 385-3893 FAX

"To Enrich Lives Through Effective And Caring Service"

BOARD OF SUPERVISORS

GLORIA MOLINA
YVONNE B. BURKE
ZEV YAROSLAVSKY
DON KNABE
MICHAEL D. ANTONOVICH

February 15, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA. 90012

Dear Supervisors:

**ACCEPTANCE OF FUNDS FROM THE EMERGENCY
FOOD AND SHELTER PROGRAM
(All Districts) (3-Votes)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize the Director of Community and Senior Services (CSS) or designee to accept an allocation of \$28,920 in Stewart B. McKinney Act funds to provide emergency food to low-income families and individuals in all five Supervisorial Districts. (Attachment A)
2. Authorize the Director of CSS or designee, to obtain food from the Los Angeles Regional Foodbank and the Food Bank of Southern California, using the Phase 23 funding.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended action will allow CSS to continue the Emergency Food Distribution program, which provides food baskets to low-income families and individuals in all five Supervisorial Districts.

Implementation of Strategic Plan Goals

The recommended action supports the County's Strategic Goal of Service Excellence.

Performance Measures

In compliance with department standards, CSS has developed the following performance standard for this program:

- Not fewer than 10,000 families will have the opportunity to increase their nutritional food intake at no cost to the individual(s).

FISCAL IMPACT/FINANCING

There is no net County cost, as funding is 100% revenue offset. Funding has been included in the Department's FY 2004-05 Final Adopted Budget and FY 2005-06 budget request.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

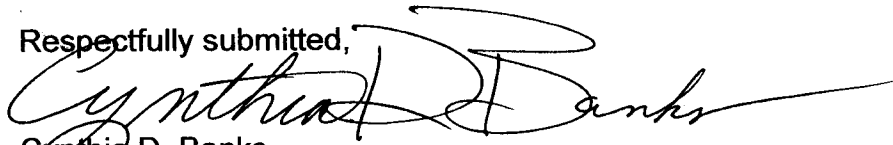
The Los Angeles local Federal Emergency Management Agency (FEMA) board issued a Request for Proposal for Phase 23 of the Emergency Food and Shelter Program. The Department submitted a proposal for its Emergency Food Distribution program and was awarded \$28,920 for the period of November 1, 2004 to October 31, 2005. The funds are used to purchase food from the Los Angeles Regional Foodbank and the Food Bank of Southern California. Food is obtained at 14 cents per pound but the retail value is approximately 16 times greater.

The CAO has reviewed and concurs with the recommended action.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended action will ensure continuation of the Department's Emergency Food Distribution Program.

Respectfully submitted,



Cynthia D. Banks
Chief Deputy Director

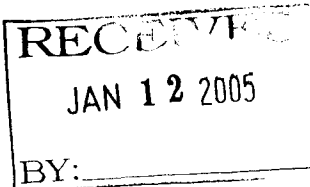
Attachment (1)

- c. David E. Janssen
Raymond G. Fortner, Jr.
J. Tyler McCauley

Los Angeles

Emergency Food and Shelter Program

Local Board



January 10, 2005

****Revised****

Ms. Cynthia Banks
 Los Angeles County Community & Sr. Citizens Services/Foodnet
 11243 Glenoaks Blvd, #1
 Pacoima, CA 91331

Dear Ms. Banks:

I am writing in regards to your application for funding under the Emergency Food and Shelter Program (EFSP) Phase 23 of the Stewart B. McKinney Act. The Local Board received over \$10 million in requests for funding, while the amount of funding available to Los Angeles County was just over \$6 million. The Local Board continues to ensure that the scarce resources are distributed throughout the County to as many service providers as possible.

Your agency has been selected for a Phase 23 award of **\$28,920.00** in the following categories:

Food ¹	Shelter ¹	Vouchers
\$28,920.00	\$0.00	\$0.00

¹ Out of the EFSP 23 Food/Shelter award amount, you may spend up to **\$2,892.00** on eligible equipment, mileage and supply expenses. **All equipment purchases MUST be requested via letter for pre-approval.** Please refer to the National Board Phase 23 Manual for a list of eligible program expenses in the Equipment, Mileage and Supply categories.

Your first check should be released by mid January, pending satisfactory clearing of your Phase 22 closeout, if your agency was funded in Phase 22. Please **note the EFSP payment policy** -- all checks will be distributed via electronic fund transfer (EFT) ONLY. New agencies' first payment will be a mailed check. If you have not completed the EFT form, please contact our office at (213) 630-2117 to receive an EFT form.

The Emergency Food and Shelter Program is a restricted federal grant and only expenditures authorized by the Program are eligible. *For agencies that are providing Hotel/Motel and Food Vouchers you must use the attached vouchers in order to receive EFSP funds.* **NO CASH/PROCUREMENT CARD PAYMENTS OR REIMBURSEMENTS TO STAFF ARE ALLOWABLE.** Payments cannot be made with these funds to other agencies receiving EFSP funds. If during Phase 23 you need to transfer funds from one category to another, please submit a written request to our office for pre-approval before making any adjustments. Transfers between regions are no-longer allowed. Keep in mind, the Local Board will utilize transfer histories in determining future funding cuts and allocations. A copy of the Phase 23 manual will be sent to you under separate cover by the National Board.



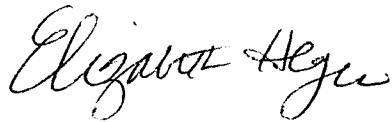
c/o United Way
 523 W. Sixth Street, 2nd Floor • Los Angeles, California 90014 • (213) 630-2117 • FAX (213) 630-2119
 Website: www.losangelesefsp.org

All agencies **MUST** have the individual(s) responsible for EFSP documentation/funds in attendance at one of the two **MANDATORY** orientation trainings. The mandatory orientation training will review program rules, record-keeping and closeout requirements. The orientations will be held on Monday, January 24, 2005 from 9:30 a.m. to 12:00 p.m. or Tuesday, January 25, 2005 from 1:00 p.m. to 3:30 p.m. at 523 West 6th Street in the Pacific Club located on the 1st of our building (**no validated parking will be provided**). **YOU MUST RSVP TO ONE SESSION, AS OUR SPACE IS LIMITED.** Please RSVP to Pamela Campain at (213) 630-2117.

Appeals are only permitted for agencies that were not recommended for funding. However, you are welcome to provide written comments. Request for appeals are due to the EFSP Local Board by January 14, 2005 at 4:00pm. Appeal letters can be faxed to (213) 630-2119.

The Local Board is grateful for your work on behalf of the homeless and low-income people.

Sincerely,

A handwritten signature in cursive script, reading "Elizabeth Heger".

Elizabeth C. Heger, EFSP Director

Enclosures